

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

MARCH 21, 2024

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00p.m., Thursday, March 21, 2024, in the Commissioners' Meeting Room, County Building, Marshall, MI.

Vice Chair Frisbie called the meeting to order and requested the Deputy Clerk call the roll.

Present: Comrs. Steve Frisbie, Derek King, Tommy Miller, Rochelle Hatcher, Diane Thompson, and Monique French.

Absent/Excused: Comr. Kathy-Sue Vette.

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Corporation Counsel Kate Ambrose, HR/Labor Relations Director Kim Archambault, and Deputy Clerk to the Board Susan Connolly.

2. Moment of Silence/Invocation

Vice Chair Frisbie called a moment of silence.

3. Pledge of Allegiance

Comr. French led the Pledge of Allegiance.

4. Approval of Agenda

Res.032-2024

"Moved Comr. Hatcher, Second by Comr. Thompson to approve the agenda of the March 21, 2024, Regular Session of the Calhoun County Board of Commissioners, as presented."

On a **VOICE VOTE**, Motion **CARRIED**.

5. Approval of Minutes

A. *Minutes of the March 7, 2024 Board of Commissioners' Regular Meeting*

Minutes of the March 7, 2024, Board of Commissioners' Regular Meeting.

Res.033-2024

"Moved Comr. Miller, second by Comr. Hatcher to approve the Minutes of the March 7, 2024, Board of Commissioners' Regular Meeting, as presented."

On a **VOICE VOTE**, Motion **CARRIED**.

6. Citizens' Time

Casey Swinson, Field Representative for Congressman Tim Walberg, provided a legislative update regarding recent bills presented to congress and shared updates on community events.

Marshall resident, Barry Wayne Adams, expressed concerns related to Freedom of Speech rights.

7. Elected/Appointed County Officials' Comments

There was none.

8. Special Order of Business

There was none.

9. Consent Agenda

A. Petitions, Communications, Reports

1. Other County Resolutions to be Acknowledged

2. Calhoun County Farm Bureau Support for Citizens for Local Choice Ballot Initiative

B. Resolutions

1. MERS Service Credit Purchase - Penny Miller

2. Lease Agreement extension--W.E. Upjohn Institute

3. Grant Applications--Kalamazoo River Conservation Trail Congressional Directed Spending Request

Res.034-2024

“Moved Comr. Thompson, second by Comr. Miller to approve the Consent Agenda of the March 21, 2024, Board of Commissioner’s Regular Session, as presented.”

On a **VOICE VOTE**, Motion **CARRIED**.

10. Special Committee/Workshop/Board Reports

Comr. Miller informed of recent committee meetings, including the Calhoun County Agricultural and Industrial Society (CCAIS) Board meeting addressing upcoming events.

Comr. French reported on the March 18 Senior Services Advisory Committee Meeting, recognizing Marian Burch and the Adult Day Care Center in Battle Creek.

11. Unfinished and Old Business

There was none.

12. New Business and County Administrator's Report

A. *Administrator/Controller's Report*

County Administrator/Controller Kelli Scott reported that the FireKeepers Local Revenue Sharing Board had their annual organizational meeting on March 8, and that Deb Belles, Emmett Township Supervisor, was named the 2024 Board Chair. Ms. Scott noted that the Board is now accepting applications for Tier II actual cost increase reimbursements from eligible local units of government through April 19. Kelli Scott added the FLRSB will distribute nearly \$6.2 million in funds this year, and that Commissioner Derek King was reelected as the Board's Treasurer for 2024.

Kelli Scott noted that the Road Department received a 2023 Best Practices IMPRESS Award at the recent Michigan County Road Association's Highway Conference and Road Show. Ms. Scott noted that nearly 75 miles, all of the local roads in Emmett Township, were improved over the past few years in partnership with the Township, and that the award category was "Collaboration" to reflect its importance in projects as large as this one.

Administrator/Controller Kelli Scott reminded the board of the upcoming Michigan Counties Legislative Conference to be held from April 29 through May 1.

B. *New Business*

1. *CCRD 2024 Local Bridge Program Resolutions*

County Administrator/Controller Kelli Scott stated that this item is to support the request of maintenance, rehabilitation and replacement of seven county structures to be submitted under the annual 2024 local bridge program for approximately \$6 Million in federal funding in 2027.

Scott recognized that Interim Director Kristine Parsons and Interim Deputy Directory Kori Albrecht were present to answer any questions.

Res.035-2024

"Moved Comr Miller, second by Comr. Hatcher to approve the Calhoun County Road

Department Local Bridge Program Resolutions, as presented.”

On a **ROLL CALL VOTE**, Yes – 6, Comrs. Frisbie, King, Miller, Hatcher, Thompson, and French.
Excused - 1, Comr. Vette
Motion **CARRIED**.

2. *CCRD Bid Award--RFP#105J-24 Sodium Chloride*

Ms. Scott reported that this was a joint bid with Jackson County, and that the Purchasing Department is recommending a one-year award to the low bidder, Detroit Salt, for the purchase of ice melting road salt for 2024, reflecting a 3% price increase.

Scott noted that Assistant County Administrator Brad Wicox was present to answer any questions.

Res.036-2024

“Moved Comr. Thompson, second by Comr. King to approve the Calhoun County Road Department Bid Award-- RFP#105J-24 Sodium Chloride, as presented.”

On a **ROLL CALL VOTE**, Yes – 6, Comrs. Frisbie, King, Miller, Hatcher, Thompson, and French.
Excused - 1, Comr. Vette.
Motion **CARRIED**.

3. *CCRD Bid Award--RFP#106-24 HMA (Hot Mix Asphalt Pick Up)*

Administrator/Controller Scott stated that there were three bids received for this request for pricing for the Road Department's pick up of hot mix asphalt for patching during 2024, and that the recommendation by the Purchasing Department was to enter into contracts with all three bidders to give the flexibility to purchase from each vendor on a case by case basis based on the location of patching activities and other efficiency factors.

Scott noted that Kristine Parsons and Brad Wilcox were present to answer questions.

Comr. King asked for confirmation that the pricing is primarily based on travel costs. Parsons responded that the pricing is in fact largely based on the costs to transport the material.

Interim Director Parsons also mentioned that the Road Department uses two Flow Boys to deliver the materials, and that again this year there are built-in contractual requirements for testing and inspecting the materials.

Res.037-2024

“Moved Comr. French, second by Comr. Miller to approve Calhoun County Road Department Bid Award -- RFP#106-24 HMA (Hot Mix Asphalt Pick Up), as presented.”

On a **ROLL CALL VOTE**, Yes – 6, Comrs. Frisbie, King, Miller, Hatcher, Thompson, and French.
Excused - 1, Comr. Vette
Motion **CARRIED**.

4. *Grant Application--Parks Department North Branch Boat Launch*

Ms. Scott highlighted the proposed grant application, noting that the funds would be used to create and improve the boat launching capabilities at this park in Bedford Township.

Deputy Community Development / Parks & Recreation Manager Doug Ferrall shared that the required match funding was already obtained through the Enbridge Foundation.

Mr. Ferrall added the grant will double the funding in order to make necessary safety improvements such as gravel , paving and concrete to minimize slope and erosion.

Comr. Frisbie shared that the grant proposals on the agenda this evening were discussed at length during the recent Parks & Recreation Commission meeting.

Res.038-2024

“Moved Comr. Thompson, second by Comr. Hatcher to approve Grant Application -- Parks Department North Branch Boat Launch, as presented.”

On a **ROLL CALL VOTE**, Yes – 6, Comrs. Frisbie, King, Miller, Hatcher, Thompson, and French.
Excused - 1, Comr. Vette
Motion **CARRIED**.

5. *Grant Application--Historic Bridge Park Access and Renovations*

Administrator/Controller Kelli Scott shared that the grant application includes match funds anticipated to come from the Parks Millage, and that the grant would provide for various renovations and improvements at Bridge Park.

Doug Ferrall noted the work would be completed in the 2025/2026 time frame, and stated that the improvements will provide improved accessibility within the park.

Comr. Frisbie highlighted the grant application was discussed at the recent Parks and Recreation Commission meeting.

Res.039-2024

“Moved Comr. King, second by Comr. Hatcher to approve Grant Application -- Historic Bridge Park Access and Renovations, as presented.”

On a **ROLL CALL VOTE**, Yes – 6, Comrs. Frisbie, King, Miller, Hatcher, Thompson, and French.

Excused - 1, Comr. Vette
Motion **CARRIED**.

6. *Policy Update-- #239 - Claims Against the County & Administrative Settlement Authority*

Kelli Scott reported that Policy #239 needed updates mainly to incorporate technological advances that allow for the payment of bills to vendors through Electronic Funds Transfers (EFT) to reduce check printing costs and the risks associated with mailing checks.

Administrator/Controller Scott added that the policy updates were drafted by our Finance Director Megan Banning and received input from Corporation Counsel Kate Ambrose, with further review and support by countywide department heads and elected officials, and union representatives.

Ms. Scott noted the updates will increase financial controls and reduce risk.

Res.040-202

“Moved Comr. French, second by Comr. Miller to approve Policy Update -- #239 - Claims Against the County & Administrative Settlement Authority, as presented.”

On a **ROLL CALL VOTE**, Yes – 6, Comrs. Frisbie, King, Miller, Hatcher, Thompson, and French.
Excused - 1, Comr. Vette
Motion **CARRIED**.

13. Citizens' Time

Resident Barry Wayne Adams, expressed objection to case law which restricts Freedom of Speech and opposition to the Ford BlueOval development in Marshall.

14. Commissioners' Time

Comr. French acknowledged and thanked members of the Battle Creek Youth Challenge Academy in attendance at the meeting.

Comr. French offered a statement for and regarding "Hope."

Comr. Frisbie offered additional appreciation for the members of the Youth Challenge Academy as representing the elected student body.

15. Claims Payable Listing

- A. *Claims Payable for February 29, 2024, through March 13, 2024, in the amount of \$3,896,194.94*

Res.041-2024

“Moved Comr. Thompson, second by Comr. French to approve the Calhoun County Claims

Payable for February 29, 2024, through March 13, 2024, in the amount of \$3,896,194.94, as presented.”

On a **ROLL CALL VOTE**, Yes – 6, Comrs. Frisbie, King, Miller, Hatcher, Thompson, and French.
Excused - 1, Comr. Vette.

Motion **CARRIED**.

16. Announcements

Administrator/Controller Kelli Scott wished Corporation Counsel, Kate Ambrose a Happy Birthday.

17. Adjournment

The meeting was adjourned at 7:44 p.m. at the call of the Vice Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners